Present: Chair Sue Beffel, Vice-chair Irwin Flashman, Committee Members Lois Phemister, Carl Mitchell, Robin Duska, Doug Britt, Jon Damm, Emily Vorek; Staff Members Katie Shaw, Claudia Thompson-Deahl, Sandy Behrs

Board Liaison: Eric Carr

Absent: Eric Weinstein

Guests: Bill Krause

I. Procedural Items
   A. Call to Order and Opening Remarks
      Sue Beffel called the meeting to order at 7:05pm, and a quorum was established. Sue announced that the chair and vice chair positions are available for nominations. Nominations must be submitted by Friday, June 9, 2017.

   B. Approval of July 11, 2017 Meeting Agenda
      The agenda for June 6, 2017 was unanimously approved.

   C. Approval of May 9, 2017 Meeting Minutes
      The meeting minutes for May 9, 2017 were unanimously approved.

II. General Communications
   D. Comments from RA Members—Irwin Flashman noted that the Lake Anne Development Agreement between Reston Association and the developer has never been formally cancelled.

E. Action/Discussion Items

F. Committee Operations – Katie and Claudia
   Committee liaisons Katie Shaw and Claudia Thompson-Deahl discussed committee operations. This discussion was prompted by suggestions made during an annual meeting with Senior Leadership Team (SLT) with all committee liaisons. Some of those suggestions include:
   - Agendas should conform to existing policies.
   - Additional notes for committee chairs to share with members are important and should be kept on a personal copy of the agenda
   - Agendas should also include items that are actually going to be discussed at that particular meeting, not just placeholders for ongoing discussions.
   - Each agenda item should be specific.
   - The agenda can be amended during the approval process at the beginning of the meeting.
   - Upcoming Activities – can be distributed and discussed at the beginning or end of the meeting, but not included as part of the agenda. Activities should focus on RA-related topics.
   - Meeting Minutes should include only action items, not verbatim comments from individual members.
   - Volgistics – this is a new volunteer management database, which will aid in communicating with volunteers and collecting and reporting volunteer hours. Committee members have been asked
to complete a new Volunteer Application, and following completion of the application, volunteers will be asked to set up an account to log individual volunteer and committee hours.

G. **Budget Requests** – The Litter Working Group will be submitting a suggestion for the 2018 budget process, which would include additional seasonal workers and possibly 1 or 2 new trucks. The committee discussed the suggestion and thought that it might be overly optimistic with regard to the dollar amount. Members of the working group have discussed possible pilot sites and the CEO indicated there might some funds available for this.

There was a brief discussion on the RASER report and some things included in the report that may affect budget requests. Communications Director Leone was notified there may be a need for copies of the report, and possibly some graphics work.

H. **Working Group on Environmental Assessment (RASER)** – RASER report will be going to the Board in July (Board Operations Committee on July 10th, Board meeting on July 27th). The PowerPoint presentation was reviewed with the committee and included highest level recommendations that the Board needs to act upon or that may require budget dollars.

**Lighting** – EAC would like to meet with the Pedestrian Lighting Group to discuss what they presented to the DRB. If EAC meets with DRB, information on the RASER should also be shared at that time.

I. **Litter Working Group** – A meeting is scheduled for June 13th to complete design of pilot plans and review of other sites.

J. **CSF Reconstruction** – Information from Mike McNamara and Garrett Skinner on the project included:
   - Currently seeking out contractors
   - Everything is still on the table and will be considered
   - Determining construction costs for the project based on the design

K. **Biophilic Cities** – Reston probably meets most of the requirements to participate in the “biophilic cities” project, but a Board resolution would be required first. This issue may be brought up to the Board at the time the RASER report is presented to them.

L. **County Proposal to Raise Reston Density Caps** – RA has taken a position again raising density caps. The CEO will provide comments on what the EAC can do on this issue.

M. **Adjourn**

The meeting was adjourned at 10:00pm without objection.

Respectfully submitted by,
Sandy Behrs
Committee Secretary